

Your Production Company
Name/Logo Here

Filming in Your Neighborhood

WHO: _____ (Name of production company)
WHAT: _____ (e.g. movie, commercial, photo shoot, etc)
WHERE: _____ (Address of location)
FILMING ACTIVITY DATE(S): From _____ To _____
EXPECTED TIME(S): Date _____ : Time _____ to _____
Date _____ : Time _____ to _____

Neighbors, please note: Dates and times are best estimates and subject to change due to the many variables inherent in the filming process. The production company will do its best to give notice of changes, should any occur.

DESCRIPTION OF PRODUCTION ACTIVITIES (Production crew, actors, vehicles and equipment will be in and around the location): *Please modify template below to detail your production activities:*

Parking

- ◆ Describe parking restrictions as defined on permit. Include dates/times and detailed description or map of permitted areas.
- ◆ Indicate barricade placement and when parking will be restricted in the neighborhood, e.g.:

From ____/____/____ at ____:____ am/pm To ____/____/____ at ____:____ am/pm

- The _____ side of _____ between _____
and _____.
- The _____ side of _____ between _____
and _____.

Traffic

- ◆ Describe street/sidewalk ITC and/or closures. Include dates/times and detailed description or map of permitted areas.

Noise

- ◆ Detail noise variance permit info, generator placement and other noise level variations. Include times/dates of activity.

Thank you for sharing your neighborhood with us during this on-location film shoot. Our crew will do our best to minimize any disruption or inconvenience to you. Your cooperation contributes to the successful growth of the region's film & television industry which generates jobs, supports local business and brings revenue to our local economy.

This production has coordinated with the City of Gresham to obtain permits and permissions for this shoot. More information about film production in Gresham can be found at www.GreshamOregon.gov/Film.

If you have questions or concerns about filming activities, please call us as soon as you receive this notice at the numbers listed below and we will make every effort to accommodate you. Thank you!

_____(Name) _____(Title)

Mobile Phone: _____

Alternate Phone: _____

If you have any questions or concerns, call 503-618-2469.